

## REGULAR COUNCIL MEETING MARCH 14, 2016 7:00 P.M.

The meeting was opened by announcing that this was an open meeting of the Common Council. Notice of this meeting was given to the public at least 24 hours in advance of the meeting by forwarding the complete agenda to the official City newspaper, The New Richmond News, and to all news media who have requested the same as well as posting. Copies of the complete agenda were available for inspection at the City Clerk's office. Anyone desiring information as to forthcoming meetings should contact the City Clerk's office.

Roll call was taken.

Members Present: Mayor Horne, Alderman Kittel, Ard, Jackson, Hansen, Volkert, Zajkowski, and Student Representative Jesse Stenske

Members Absent: Student Representative Victoria Johnson

The Pledge of Allegiance was recited.

Alderman Ard moved to adopt the agenda as presented with the addition of TIF #5 to the Closed Session Agenda, seconded by Alderman Zajkowski and carried.

### **Public Comment**

None

### **Consent Agenda**

1. Approval of the Minutes from the Previous Regular Council Meeting, February 8, 2016 and Special Council Meeting, February 22, 2016 and March 1, 2016
2. Application for Amplification Permit from Kristi Stener at Mary Park Shelter #1 on August 20, 2016 from 4:00 to 5:00 p.m.
3. Application for Run/Walk Permit for Corn Fest 5K Run and Cycle St. Croix Bike Tour on Saturday, August 27, 2016 7:30 a.m. to 11:00 a.m.
4. Application for Six Month Class B Beer License from Dave Mehls, Agent for New Richmond Softball Association for April 15, 2016 to October 15, 2016 at Hatfield Park
5. Application for Cigarette License from Radio Shack at 336 South Knowles Avenue
6. Application for Temporary Class B License from New Richmond Fire Department at 106 South Knowles Avenue on April 9, 2016 from 4:00 p.m. to 8:00 p.m.
7. Application for Street Use Permit from New Richmond Fire Department for Arch Avenue from First Street to Second Street on April 9, 2016 from 10:00 a.m. to 9:00 p.m.
8. Request from Wild Badger for Extension of Premise to include the sidewalk in front of their building on March 17, 2016 from 3:00 p.m. to 7:00 p.m.
9. Request from Bobcat's for Extension of Premise to include the sidewalk in front of their building on March 17, 2016 from 3:00 p.m. to 7:00 p.m.
10. Application for License to Serve from Svetlana P. Faragher, New Richmond; Casey L. Rubrecht, New Richmond; Hannah M. Elling, Deer Park; Samantha E. Sevelin, Somerset; Anne M. Iehl, Baldwin; and Connie A. Furchner, Somerset

11. Skate Park Donations from the following:

Isometric Tool and Design: \$1,000  
Liquid Waste Technology: \$500  
Royal Credit Union: \$5,000  
New Richmond Utilities: \$500  
Dowd Reliance Insurance Agency: \$250  
Doar, Drill, & Skow: \$500  
Lakeside Foods: \$200  
New Richmond Area Centre: \$500  
Michael & Misty Monette: \$500  
Countryside Veterinary Clinic: \$100  
Tony Hawk Foundation: \$10,000  
Dadez Physical Therapy Inc: \$500  
Bernard's Northtown: \$1,000  
Doyle's Farm & Home: \$200  
Guinn, Vinopal & Zahradka: \$500

12. Payment of VO#59046 through VO#559160 totaling \$4,886,418.21 plus electronic fund transfers of \$688,374.90 for a grand total of \$5,574,793.11

General Fund	\$ 669,221.17
Impact Fees Fund	5,563.27
Debt Service Fund	221,739.06
Capital Projects	24,732.28
Capital Replacement Fund	10,399.00
Landfill Cleanup Fund	9,816.51
TIF District #6	10,954.89
Storm Water Utility	20,224.51
Park Land Trust Fund	95.97
Tax Agency Fund	4,602,046.45

Alderman Hansen moved to approve the consent agenda except items 4, 8, and 9. Motion failed for lack of a second. Alderman Hansen moved to approve the consent agenda items except item 4, seconded by Alderman Ard and carried.

Alderman Hansen moved to approve the application for Six Month Class B Beer License from the New Richmond Softball Association without Dave Mehls as the agent, seconded by Alderman Jackson and carried. Nick Vivian, City Attorney, stated that the application can be approved subject to the association working with the City to name an agent.

### **Department Reports**

**Administration-** Mike Darrow stated that the search has begun for a new Chief of Police. It was posted on Friday and applications will be accepted through April 11, 2016. A meeting was held with businesses along the HWY 64/65 corridor regarding the jug handle and possible alternative solutions for intersections and more community discussions will be held. On March 4, 2016, Mike Darrow, Mayor Horne, Beth Thompson, Jeremiah Wendt, Kim Hennings, and Mike Demulling spoke to a group of Chamber members and community members regarding the State of the City. The presentation included upcoming projects in each department. Mike also thanked Mayor Horne and Alderman Scottie Ard for their involvement in the Sunshine Courts issue.

**Public Works** – Jeremiah Wendt reported that bagged leaves will be picked up this year starting April 4, 2016 through April 22, 2016 along with brush and limbs. The Compost Site will also open on April 4, 2016. The Street Department is out patching pot holes. If you see a pot hole in need of repair, please contact Jeremiah Wendt.

Community Development – Beth Thompson stated that there have been three sign ordinance meetings for the public to attend and ask questions. Twelve people attended those meetings and 45 surveys have been completed so far. The housing study completed by UWRF students Brendan Weise and Bryan Heth is now available to view on the City's website. Beth thanked them for their work on this project. There was a ribbon cutting for Angela Olson Law Office. Comprehensive Plan interviews were held last Friday and one more will be tomorrow afternoon. The committee will make a recommendation to the Plan Commission and Council regarding the contract award.

Library - Kim Hennings stated that the first strategic planning meeting for the Library was on February 19, 2016 and the second meeting will be tomorrow. The fine dining program was successful in collecting 422 pounds of food and \$260 in gift cards which was matched by Family Fresh for a total of \$520. Upcoming events include a magician on March 16, 2016 at 3:00 p.m. Part 3 of the Dementia Series will be on March 18, 2016 at 1:00 p.m. The movie "Open Season: Scared Silly" will be played on March 22 at 1:00 p.m. and "Hunger Games, Mockingjay Part II" will be played 4:00 p.m. on March 22.

Police – Lieutenant Craig Yehlik stated that they received the two new 2015 squad cars on Thursday. They are painted exactly the same as the squads from last year so you can't tell them apart. The permits for the Loyalty Day Parade have been sent to the State. The St. Patrick's Day Parade detour will begin at 3:30 p.m. Please be patient with the officers to get things opened back up after the parade. Officers were at the Middle School career fair. Officers were also in classes reading for Dr. Suess Day. Officer Balow and Chevrier received an award for saving a life on December 17, 2015.

Fire - Jim VanderWyst stated the Fire Department is looking for firefighters. First interviews will be on May 4<sup>th</sup> and new hires will begin on June 4, 2016. The annual Chili Feed will be on April 9, 2016. With the snow melting so early, burning bans will be in effect three weeks early this year.

Airport – Mike Demulling, Airport Manager, stated that local sea plane owners have raised \$3,000 for a new dock. Construction will begin as soon as the ice is off Hatfield Lake. Mike is looking at burning just over 12 acres this spring to clear some of the overgrowth of weeds and small trees. He will be planting the entire area in milk weed for butterflies.

Student Representative Jesse Stenske – His project is to look at an orphan park South of Paperjack Drive for possible uses. Jesse gave an update on the status of this project.

Mayor Horne – The St. Patrick's Day Parade will be on Thursday at 4:00 p.m., please consider buying a button to support our local parade.

#### **VFW – Freedom Park Update**

Ken House, Quarter Master for the local VFW, gave an update on the proposed building project in Freedom Park. Ken thanked the City for their cooperation on the Moving Wall event last year and presented a plaque to the Mayor with flags from the event. Staff is working on the contract for the building project and will bring that to the council when it is finished.

#### **Sunshine Courts Update**

Mike Darrow thanked Mayor Horne and Alderman Ard for their help in talking with residents over the last month and attending meetings for the Housing Authority. It is not up to the City Council or City staff to mow the grass, or shovel snow, or fix light bulbs. The Council authorizes a commission to work with the director and the residents at Sunshine Courts. Good communication is key to resolving issues and it is important for all sides to be respectful.

#### **Plan Commission Recommendations**

The Plan Commission recommended approving the Certified Survey Map from Dorset Investments LLC with the following stipulations:

1. All public right-of-way, trail, sidewalk and drainage and utility easement are subject to review and approval of the Public Works Director.
2. All grading, drainage and erosion control issues are subject to review and approval of the Public Works Director.
3. All utility issues are subject to review and approval of the Public Works Director.
4. Installation of street trees required by Section 117-40.B of the Subdivision Ordinance shall be deferred and is to be made a condition of the site plan review approval.

Alderman Hansen moved to approve the CSM with the stipulations listed, seconded by Alderman Jackson and carried.

The Plan Commission recommended approving Ordinance #483 zoning ordinance amendments. Alderman Hansen moved to suspend the rules and adopt Ordinance #483 with the wording change for Section 12 to read that no garage, tent, accessory building or motor home shall at any time be used as living quarters; tents, playhouses or similar structures may be used for play or recreational purposes, seconded by Alderman Ard and carried.

#### **Willow River Bluffs Conservation & Trail Easement**

City Attorney, Nick Vivian, drafted the Willow River Bluffs Conservation & Trail Easement. If the Council approves this easement, it will be forwarded to the County attorney to see if it meets their needs. The County Administration Committee meeting will be on Wednesday, March 15, 2016 at 5:00 p.m. This item will be discussed at this meeting. We will post this meeting so Mayor Horne and any Council members can attend. Alderman Zajkowski moved to approve the easement as written, seconded by Alderman Hansen and carried.

#### **St. Croix County Bike and Pedestrian Plan Update**

The St. Croix Bike and Pedestrian Trails Coalition gave a presentation on the plan update they have been working on. The plan is to connect New Richmond and Somerset to the loop trail that is a part of the St. Croix River crossing. The proposal is for a Charter Committee to be created to help move this forward and prioritize connections. The Coalition is requesting the Council to act on the proposal in the next few months so they can get the trails mapped out and get easements.

#### **Advertisement for Bids for 2016 Street Construction Projects**

Jeremiah Wendt requested permission to advertise for bids for the 2016 Street Construction Projects. The bids will come back to Council at the April work session. Alderman Ard moved to approve advertising for bids, seconded by Alderman Jackson and carried.

#### **Driveway Variance Request**

Creative Homes has requested a variance to the City's ordinance 7039 requiring that private driveways shall be of such width and so located that all of such driveways and their appurtenances are within the limits of frontage abutting the street of the property served. They are requesting a shared driveway for two twin homes that will abut CTH K near the New Richmond Golf Course. Since this property abuts a County highway, the County has authority to permit driveways and in their requirements cannot be met with separate driveways from the two properties in question. Jeremiah recommended allowing the variance at this location with the condition that an easement be placed on the driveway area to allow for perpetual access to both properties. Alderman Zajkowski moved to approve the variance with the condition stated, seconded by Alderman Ard and carried.

#### **2016 Sidewalk Repair/Replacement Plan**

Jeremiah Wendt presented the 2016 Sidewalk Repair/Replacement Plan. Discussion followed. Spot repairs over \$100 will be split 50/50 with the abutting land owner. Some areas will be

removed all together. Alderman Ard moved to approve the plan as presented, seconded by Alderman Hansen and carried.

### **Skate Park RFP**

Noah Wiedenfeld, Management Analyst, explained that \$92,250 has been committed to the skate park from a combination of private donors, local businesses, and grants. A formal RFP process would allow for a competitive selection process for an experienced and reputable skate park contractor. Alderman Zajkowski moved to proceed with the RFP process, seconded by Alderman Ard and carried.

### **Council Work Session on March 28, 2016 at 5:00 p.m.**

#### **Communications and Miscellaneous**

The Fire Department Chili Feed is on April 9, 2016. The St. Patrick's Day Parade will be on March 17, 2016 at 4:00 p.m. The Loyalty Day Parade will be on April 30, 2016 at 2:00 p.m. and the theme this year will be honoring Vietnam veterans.

#### **Closed Session**

Alderman Ard moved to go into Closed Session per State Statute 19.85 (1)(e) to discuss TIF#5, TIF# 6, and TIF #10, seconded by Alderman Jackson and carried.

#### **Open Session**

Alderman Ard moved to approve the land agreement and parking cross-easement with Culver's, seconded by Alderman Jackson and carried.

Alderman Ard moved to approve the land agreement with Midwest Cable within TIF #5, seconded by Alderman Jackson and carried.

Alderman Ard moved to approve the construction of a street expansion project for the area within the southeastern quadrant of HWY 65 and East Richmond Way with funding through TIF #6 infrastructure expenses, seconded by Alderman Jackson and carried.

Alderman Ard moved to approve the land sale within TIF #10 for ESR with the condition that the PILOT agreement be negotiated with Beth Thompson on behalf of the City of New Richmond. The PILOT agreement will be subject to City Council approval at a later date. Motion was seconded by Alderman Jackson and carried.

Alderman Ard moved to approve the street project between Cernohouse and Madison Avenue from TIF #6 funds, seconded by Alderman Jackson and carried.

Alderman Ard moved to adjourn the meeting, seconded by Alderman Jackson and carried.

Meeting adjourned at 10:21 p.m.

Tanya Reigel  
City Clerk